

OFFICIAL GAZETTE



GOVERNMENT OF GOA, DAMAN AND DIU

GOVERNMENT OF GOA, DAMAN AND DIU

Revenue Department

Notification

RD/DIU/LR/58/71

The following draft rules which the Government of Goa, Daman and Diu proposes to make under the Goa, Daman and Diu (Abolition of Proprietorship of Lands in Diu) Act, 1971 (1 of 1971) are hereby published for the information of all persons likely to be affected thereby. Any objections and suggestions received by the Secretary to the Government of Goa, Daman and Diu in the Revenue Department, Secretariat, from any person with respect to the said draft rules within 30 days from the date of publication of this Notification will be considered by the Government.

DRAFT RULES

In exercise of the powers conferred under section 25 read with sub-section (1) of section 10 and section 14 of the Goa, Daman and Diu (Abolition of Proprietorship of Lands in Diu) Act, 1971 (1 of 1971) the Lt. Governor of Goa, Daman and Diu hereby makes the following rules, namely:—

1. **Short title and commencement.**—(1) These rules may be called the Goa, Daman and Diu (Abolition of Proprietorship of Lands in Diu) Rules, 1971.

(2) They shall come into force at once.

2. **Definitions.**—In these rules, unless the context otherwise requires—

(a) "Act" means the Goa, Daman and Diu (Abolition of Proprietorship of Lands in Diu) Act, 1971 (Act 1 of 1971).

(b) "Co-operative Farming Society" means a Co-operative Society registered or deemed to have been registered under the Maharashtra Co-operative Societies Act, 1960 as applicable to the Union Territory of Goa, Daman and Diu and classified by the Registrar under the said Act as a Farming Society.

(c) "Section" means a Section of the Act.

3. **Circumstances in which the conditions subject to which transfer of land may be permitted under sub-section (1) of Section 10.**—The Civil Administrator may grant permission for sale, gift, exchange, lease, assignment or mortgage of any land in respect of which any person has become an occupant

under Section 8, only if any of the following conditions is satisfied, namely:—

(a) the land is being sold, gifted, exchanged, leased or assigned in favour of a person who *bonafide* requires the land for a non-agricultural or industrial purpose;

(b) the land is being sold, gifted, exchanged, leased or assigned in favour of an industrial undertaking which requires the land for an agricultural purpose which is directly connected with the industrial operation carried out by such undertaking;

(c) the land is being sold, gifted, exchanged, leased or assigned in favour of an industrial or commercial undertaking which requires the land for a non-agricultural or industrial purpose;

(d) the land is being sold, gifted, exchanged, leased or assigned in favour of an educational, charitable or public religious institution;

(e) the land is being sold, gifted, exchanged, leased or assigned in favour of a Co-operative Farming Society;

(f) the land is being sold in execution of a decree of a Civil Court or for the recovery of arrears of land revenue or Government dues recoverable as arrears of land revenue;

(g) the land is being sold in favour of an agriculturist and the vendor is either permanently giving up the profession of agriculture or he is permanently rendered incapable of cultivating the land personally;

(h) the land is being given in gift whether by way of trust or otherwise and such gift is made *bonafide* in favour of a member of the occupants family;

(i) the land is being exchanged:—

(i) with land of equal or nearly equal value held as occupant and cultivated personally by a member of the same family; or

(ii) with land of equal or nearly equal value situated in the same village with the object of forming a compact block of his holdings or with a view to have better management of the land;

(j) the land is being leased by an occupant who is a minor or a widow or a person who is subject to physical or mental disability or a serving member of the Armed Forces.

(2) Where permission for sale of any land is given in the circumstances specified in Clause (a), (b), (c), (d), (e), (f) or (g) of sub-rule (1), it shall be subject to the condition that the occupant who is granted such permission pays to the Government a Nazarana equal to twenty five percent of the price

at which the land is being sold or one hundred times the assessment of the land, whichever is higher.

(3) Where permission for the transfer of land otherwise than by sale is given under sub-rule (1), it shall be subject to the condition that the occupant who is granted such permission pays to the Government a Nazarana of rupee one;

Provided that in cases where any land is permitted to be mortgaged, it shall be subject to a further condition that if the land which is mortgaged is required to be sold on account of the failure on the part of the mortgaged to repay the loan or for any other reason, the mortgagee shall pay to the Government a Nazarana equal to twenty five percent of the sale proceeds or two hundred times the assessment of the land, whichever is higher.

4. Mode of claiming compensation.— Any person entitled for compensation under section 13 shall make an application to the Civil Administrator in the form annexed to these rules.

FORM

To,

The Civil Administrator Diu.

Sir,

I, A.B. (full name) resident of (village) situated within the jurisdiction of village Panchayat state that I am a proprietor entitled to compensation as provided under section 13 of the Goa, Daman and Diu (Abolition of Proprietorship of Lands in Diu) Act, 1970 and, therefore, hereby apply in accordance with the notification No. dated issued by the Government of Goa, Daman and Diu under sub-section (1) of Section 14 of the said Act, for such compensation.

Necessary particulars of the land for which I claim the aforesaid compensation are stated below:—

1. Description of land:
2. Registration number:
3. Survey number:
4. Sub-Division number:
5. Area of the land:
6. Annual amount of «Contribuicao Predial» payable in respect of the said land immediately before the 20th December, 1961:
7. Amount of compensation claimed under section 13 of the Act:
8. Whether the applicant proprietor alone is entitled to the compensation:
9. If not, the particulars of the other persons entitled, as under:—
 - (a) Name of the person, his/her age and residence:
 - (b) Share for which entitled:
 - (c) Signature of the sharer:
10. Whether there is any dispute about the shares between the person entitled:
11. Whether the land is free from all encumbrances:
12. If so, the following details of such encumbrances for the purpose of clause (ii) of section 3 of the Act:—
 - (a) the nature of encumbrance:
 - (b) the amount for which the encumbrance subsists:
 - (c) name and residence of the mortgagee, creditor, etc.
13. Whether under any agreement of contract made before th 1971 (the appointed date) rent or other dues for any period after the said date have been paid to or compounded or released by the proprietor:

14. If so, the following details of such rent or other dues for the purpose of clause (iii) of section 3 of the Act:—

- (a) (i) Amount recovered in cash:
- (ii) Particulars of amount whether rent or other dues:
- (iii) Name of the person from whom recovered:
- (iv) Whether any contract or agreement has been made:
- (b) (i) Amount of composition money, if any:
- (ii) Name of the person who compounded:
- (c) (i) Amount of release, if any:
- (ii) Name of the person in whose favour released:

By order and in the name of the Administrator of Goa, Daman and Diu.

J. C. Almeida, Secretary (Revenue).

Panaji, 29th April, 1971.

Food and Civil Supplies Department

Directorate of Education

ORDER

DE/SEC/32/66/21948

Sanction is hereby accorded for the introduction of Triple Benefit Scheme in the Non-Govt. Secondary Schools of the Union Territory of Goa, Daman and Diu as per rules attached herewith, with retrospective effect from 1-4-1965.

The Triple benefit Scheme substitutes the Contributory Provident Fund Scheme sanctioned vide order No. PDD/EDN/180/65 dated 20-7-1966, published in the Government Gazette Series I No. 19 dated 11-8-1966.

The Govt. of India, Ministry of Education and Youth Services, New Delhi has conveyed their approval with the concurrence of the Ministry of Finance, vide their letter No. F.25-5/67-BSE.5 dated 19-7-1969.

This issues with the concurrence of the Finance Department vide their U.O.R. No. Fin(E)/4372/70 dated 11-9-1970.

By order and in the name of the Administrator of Goa, Daman and Diu.

M. H. Sardesai, Director of Education & Additional Secretary to Govt.

Panaji, 25th March, 1971.

The Union Territories Government Aided Schools Teachers Contributory Provident Fund cum-Insurance-cum Pension Rules, 1965

SECTION I

General

1. (i) These rules may be called the Union Territories Government Aided Schools Teachers Contri-

butory Provident Fund-cum-Insurance-cum-Pension Rules, 1965.

(ii) They shall be deemed to have come into force with effect from 1st April, 1965.

2. These rules shall apply to all categories of teacher employed on a permanent basis in recognised primary, middle, high and higher secondary schools which are in receipt of grant-in-aid from Government.

3. (i) A teacher already holding a permanent post in an aided school on the date of coming into force of these rules may opt for his existing Contributory Provident Fund benefits in which case he shall not be eligible for any of the benefits mentioned in Section IV.

(ii) No teacher shall be allowed option to choose only a part of the Scheme.

(iii) A permanent teacher in the employ of an aided school on 1-4-1965 opting for the benefits under this Scheme shall have to refund to the Government the difference between the employer's contribution to his existing Contributory Provident Fund at the rates in force prior to 1-4-1965 and the rate of employer's contribution prescribed under Section II, with interest thereon, before he becomes entitled to the benefits mentioned in Section IV.

(iv) The option shall be exercised within the period of 3 months from the date of issue of these rules or before the teacher retires from service, whichever date is earlier. A teacher who fails to opt for the Scheme within the period specified above shall be deemed to have opted for the existing contributory provident fund benefits. The option shall be exercised in writing and shall be communicated by the teacher concerned through the management of the school to the Director of Education. The option when received shall be countersigned by the Director of Education or any other officer authorised by him in this behalf and returned to the Head of the school for pasting the same in the Service Book of the teacher concerned. The option once exercised shall be final. It shall be the responsibility of the teacher concerned to ensure that the receipt of his option is acknowledged by the Director and that he receives an intimation that it has been duly recorded in his Service Book. It shall be the responsibility of the Head of the School to keep the Service Books in his charge duly completed in all respects as indicated in rules 34, 35 and 36.

(v) Permanent teachers who were in service on 1-4-1965 i.e. the date on which the scheme came into force and who have since retired are also eligible to come under the scheme if they so desire provided the option in this connection is exercised within 3 months of the issue of these rules and they agree to refund to the Govt. the difference between the employer's contribution to the C.P.F. already received due to them, under the rules in force prior to 1-4-1965 and the employer's contribution to which they would be entitled under Section II of these rules, with interest thereon.

SECTION II

Contributory Provident Fund

4. (i) The Contributory Provident Fund instituted for the benefit of the Government aided private school teachers in the various Union Territories shall continue to be maintained and administered according to the rules in force immediately before the date

of coming into force of these rules, except that the rate of employers' contribution to the Fund shall, with effect from the date of commencement of this Scheme, be reduced from $8\frac{1}{3}\%$ to 5% of the teacher's basic pay, i.e. amount drawn monthly by a teacher as pay, special pay, personal pay other than allowances, etc. The teachers' subscription to the Fund shall also be restricted to 5% of his basic pay. A teacher, can however, subscribe voluntarily at a higher rate without any corresponding increase in the employer's contribution.

(ii) In the Union Territories where Standard Contributory Provident Fund rules have not yet been prescribed by the Government the rules contained in Annexure I to these rules shall be enforced.

SECTION III

Insurance

5. Every teacher shall within six months of the date of which he is confirmed in his post insure his life, for a policy maturing at the age of 55 years, with the Postal Life Insurance/Life Insurance Corporation of India for the minimum amount as specified in the table below and keep the policy alive and unencumbered:—

Basic pay of the teacher per month	Amount of Insurance		
	For the Age Group 18-30	For the Age Group 31-35	For the Age Group 36-40
Below Rs. 100	1000	1000	500
Between Rs. 100-249	2000	1500	1000
Between Rs. 250-399	3000	2500	2000
Between Rs. 400-499	4000	3000	2500
Rs. 500 and above	5000	4000	3000

6. A teacher who is already holding a permanent post on 1-4-1965 and opts for these rules, shall also be required to insure his life in the manner indicated in rule 5 within six months of the date from which he opts for these rules.

7. If a teacher has already taken out a life insurance policy for the minimum amount specified above and if the policy is alive and unencumbered, he need not take out a fresh policy under these rules.

8. Rules 5 and 6 shall not apply to a teacher who is wholly rejected for insurance as a 'bad life' or who has completed the age of 40 years. Non insurance for these reasons, however, shall not disqualify the teacher for continued employment.

9. When a teacher who has not completed the age of 40 years is promoted to a post carrying a higher scale of pay on a regular basis, he shall within six months of the date of his confirmation in that post effect additional insurance so as to bring his total insurance to cover the minimum appropriate to his pay group laid down in rule 5 provided that if the pay of a teacher increases as a result of annual increments and exceeds the pay group for which he is insured, he shall not be compelled to effect additional insurance appropriate to his enhanced pay.

10. A policy taken out under these rules shall be an endowment policy with or without profits.

11. It shall be the duty of every teacher to keep his policy alive and unencumbered up to the stipulated period by payment of premium regularly on the due dates. The insurance policy shall be produced once a year together with premium receipts for ins-

pection by the Inspecting Officers of the Education Department.

12. The policy taken out under these rules may be assigned to any member of the subscriber's family but not to any one else as a gift or for value received. The family of a teacher for this purpose shall include the following relatives of the officer:—

- a) Wife, in the case of male teacher;
- b) Husband, in the case of female teacher;
- c) Sons;
- d) Unmarried and widowed daughters; } Including step children, adopted children.
- e) Brothers below the age of 18 years and unmarried or widowed sisters and step sisters;
- f) Father; } Including adoptive parents in
- g) Mother; } case of individuals where personal law permits adoption.
- h) Children of predeceased son(s).

SECTION IV

Gratuity, Pension and Death Gratuity

13. **Classification of Pensions.**—Pension for Government aided school teachers shall be divided into four classes, the rules of which are prescribed in the following paragraphs of this section:

- 1) Compensation Pension;
- 2) Invalid Pension;
- 3) Superannuation Pension; and
- 4) Retiring Pension.

14. **Compensation Pension.**—i) If a teacher is selected for discharge owing to the abolition of his permanent post, he shall, unless he is appointed to another post the terms and conditions of appointment to which are deemed to be at least equal to those of his own, have the option (a) of taking any compensation Pension or gratuity to which he may be entitled for the service he has already rendered or (b) or accepting another appointment under a new management on such pay as may be offered and continuing to count his previous service for pension.

ii) The discharge of an unqualified teacher to make room for a qualified teacher shall not be treated as a case of abolition of appointment under this rule.

iii) No pension under this rule shall be admissible to a teacher for the loss of an appointment on discharge after the completion of a specified term of service for which he was appointed. Teachers who in addition to their normal duties are employed in any capacity under any other organisation such as Extra Departmental Postmasters under the Postal Department shall not be entitled to compensation pension on being released from such extra departmental duties.

15. **Invalid Pension.**—i) Invalid pension shall be awarded on his retirement to a teacher who by bodily or mental infirmity is permanently incapacitated for service as a teacher.

ii) A teacher applying for invalid pension shall be required to establish his incapacity for service by the production of a medical certificate from a medical board in the case of teachers where pay exceeds Rs. 500/- and Civil Surgeon or a D.M.O. or M. O. or equivalent status in other cases.

16. **Superannuation Pension.**—A superannuation pension shall be granted to a teacher entitled or compelled to retire at a particular age.

17. The normal age of retirement of an aided school teacher, including the head of the school, shall be the age as prescribed in the relevant grant-in-aid rules, subject to orders that may be issued by Government of India in this behalf from time to time.

18. **Retiring Pension.**—i) Retiring pension shall be granted to a teacher who is permitted to retire after completing qualifying service of 30 years.

ii) A teacher wishing to retire under this clause after completing 30 years qualifying service shall give a notice in writing to the management at least three months before the date on which he wishes to retire. Similarly the management may, with the prior approval of the Director of Education, also require a teacher to retire after he has completed 30 years qualifying service, provided that the management shall give in this behalf a notice in writing to the teacher at least three months before the date on which he is required to retire.

iii) A teacher who has given to the Management Notice of retirement under clause (ii) above shall have no right to withdraw the notice. Withdrawal of notice may however be permitted with the prior approval of the appointing authority provided the request of withdrawal is made within the intended date of his retirement.

19. **Rates of Gratuity Pension.**—The amount of gratuity and pension shall be regulated as follows:—

i) **Gratuity:** On retirement or discharge of a teacher as per rules and orders, if the qualifying service fall short of 10 years but not less than 5 years, a gratuity equal to one fourth a month's emoluments for each completed six monthly period of service shall be paid.

ii) **Pension:** (a) A teacher shall be eligible for pension if he has rendered a total qualifying service of 10 years or more, and discharged or retired as per rules and orders.

(b) The pension shall be calculated at 1/240th of the average emoluments drawn by a teacher during the last three years of service, multiplied by the number of completed half yearly periods of service, subject to a maximum of 60/240th of such average emoluments.

20. A Schedule showing the scales of gratuity/pension admissible under the scheme is given below:

Scale of gratuity or pension

Completed six monthly period of qualifying service	Scale of gratuity or pension	
(1)	(2)	
	A Gratuity	
10. (or 5 years)	2½	months emoluments.
11.	2¾	» »
12.	3	» »
13.	3¼	» »
14.	3½	» »
15.	3¾	» »
16. (or 8 years)	4	» »
17.	4¼	» »
18.	4½	» »
19. (9½ years)	4¾	» »

(1)	(2)
B Pension	
20. (or 10 years)	20/240 of average emoluments.
21.	21/240 — do —
22.	22/240 — do —
23.	23/240 — do —
24.	24/240 — do —
25.	25/240 — do —
26.	26/240 — do —
27.	27/240 — do —
28.	28/240 — do —
29.	29/240 — do —
30.	30/240 — do —
31.	31/240 — do —
32.	32/240 — do —
33.	33/240 — do —
34.	34/240 — do —
35.	35/240 — do —
36.	36/240 — do —
37.	37/240 — do —
38.	38/240 — do —
39.	39/240 — do —
40.	40/240 — do —
41.	41/240 — do —
42.	42/240 — do —
43.	43/240 — do —
44.	44/240 — do —
45.	45/240 — do —
46.	46/240 — do —
47.	47/240 — do —
48.	48/240 — do —
49.	49/240 — do —
50.	50/240 — do —
51.	51/240 — do —
52.	52/240 — do —
53.	53/240 — do —
54.	54/240 — do —
55.	55/240 — do —
56.	56/240 — do —
57.	57/240 — do —
58.	58/240 — do —
59.	59/240 — do —
60. and above	60/240 — do —

Note: For the purpose of calculation of emoluments and average emoluments, the provisions in the Civil Service Regulations in this behalf shall be followed.

21. Death Gratuity.—i) If a teacher, who has completed five years of qualifying service but less than twenty years, dies while in service a death gratuity not exceeding the amount specified in sub-para (ii) below may be paid to one of the members of his family on whom the right to receive the gratuity is conferred under rules 24 and 25.

ii) The amount of gratuity shall be one fourth of the monthly emoluments of a teacher for each completed six monthly period of qualifying service subject to a minimum of Rs. 500/- and maximum of five times his monthly emoluments at the time of his death.

22. Family Pension.—i) A family pension, not exceeding the amount specified in sub-paragraph(ii) may be granted to the family of a teacher who dies, whether while still in service or after retirement, after completion of not less than 20 years qualifying service, for the following periods:—

a) In the event of death of the teacher while in service, the pension shall be payable for 5 years

from the date following the date on which the teacher dies.

b) In the event of death of the teacher after retirement the pension shall be payable, for the unexpired portion of 5 years from the date of retirement.

ii) Subject to a minimum of Rs. 20/- and maximum of Rs. 75/- per month, the amount of family pension shall be:—

a) In the event of death while in service, one half of the superannuation pension which would be admissible to the teacher had he retired on the date following the date of his death, and

b) In the event of death after retirement, half the pension sanctioned for him at the time of retirement.

Provided further that the minimum pension may not exceed the full amount of pension sanctioned to the deceased teacher at the time of his retirement or in case he dies while in service the pension that would have been sanctioned had he retired on the date following the date of death.

23. Family for the purpose of rules 21 and 22 will include the following relatives of the teacher:—

- a) Wife in the case of male teacher.
- b) Husband in the case of female teacher;
- c) Sons;
- d) Unmarried or widowed daughter;
- e) Brothers below the age of 18 years and unmarried or widowed sisters (including step brothers and step-sisters);
- f) Father;
- g) Mother;
- h) Children of a predeceased son(s).

} Including step-children and adopted children.

} (including adoptive parents in the case of individuals whose personal law permits adoption).

24. 1) Except as may be provided by nomination under rule 25 the death gratuity and family pension under rules 21 and 22 respectively shall be allowed:—

i) to the widow, if the deceased is a male teacher, or to the husband if the deceased is a female teacher.

ii) failing a widow or husband, as the case may be, to the eldest surviving son;

iii) failing (i) and (ii), to the eldest surviving unmarried daughter;

iv) failing these to the eldest widowed daughter.

b) in the event of no death gratuity or pension becoming payable under clause (a) above, the death gratuity family pension may be granted:—

i) to the father;

ii) failing the father, to the mother;

iii) failing the father and the mother, to the eldest surviving brother below the age of 18;

iv) failing these to the eldest surviving unmarried sister;

v) failing i) to iv) to the eldest surviving widowed sister.

2) No death gratuity/family pension shall be payable under this rule;

a) to a person mentioned in clause b) of sub-para 1) above without production of reasonable proof that such person was wholly dependent for support on and residing with the deceased teacher;

b) to an unmarried female member of a teacher's family, in the event of her marriage.

c) to a widowed female member of a teacher's family, in the event of her remarriage;

d) to a brother of a teacher on his attaining the age of 18 years; and

e) to a person who is not a member of a teacher's family.

25. Nomination.—If a teacher desires that a death gratuity/pension that may be sanctioned under rules 21 and 22 should be paid to any member of his family, he shall as soon as he completes 5 years' qualifying service, make a nomination for the purpose in the prescribed form (Annexure II) indicating the order in which the death gratuity/pension shall be payable to the members of his family, and to the extent that it is valid, the death gratuity/pension shall be payable in accordance with such nomination, provided the persons are eligible, on the date on which the death gratuity/pension may fall due. In case the person does not satisfy the requirements of sub-rule 2) of rule 24, the death gratuity/pension shall be granted to the person next lower in the order who satisfies the requirements.

26. i) A teacher may at any time cancel a nomination by sending a notice in writing to the Director of Education provided that the teacher shall along with such notice send a fresh nomination made in accordance with rule 25.

ii) Every nomination made under rule 25 and every notice of cancellation given under sub-rule i) by a teacher shall be sent by the teacher to the Director of Education. Immediately on receipt of a nomination from a teacher, the Director of Education or any other officer authorised by him in this behalf shall countersign it indicating the date of receipt and keep it under his custody.

iii) Every nomination made and every notice of cancellation given by teacher shall to the extent that it is valid, take effect on the date on which it is received by the authority mentioned in sub-para (ii).

27. Death Gratuity/Family Pension awarded under these rules shall not be payable to more than one member of a teacher's family at the same time.

28. If family pension ceases to be payable before the expiry of the period mentioned in rule 22 i) on account of death or marriage of the recipient or other causes, it shall be regranted to the member next lower in the order mentioned in rule 24 i) or to the person next lower in the order shown in the nomination made under rule 25, as the case may be, who satisfies the other provisions of these rules.

29. Future good conduct of the recipient is an implied condition of every grant of pension including family pension under these rules. Government reserve to themselves the right of withholding or withdrawing such a pension or any part of it if the

recipient be convicted of serious crime or be guilty of grave misconduct and Government decision in such matters shall be final.

30. The Director of Education reserves to himself the right of withholding or withdrawing a pension or any part of it, whether permanently or for a specified period, and the right of ordering the recovery from a pension of the whole or part of any pecuniary loss caused to Government and/or to the management of the school in which he was employed, if in a departmental or judicial proceeding the pensioner is found guilty of grave misconduct, negligence, during the period of his service including service rendered on re-employment after retirement.

Provided that:—a) Such departmental proceedings, if not instituted while the teacher was in service either before retirement or during re-employment:—

i) shall not be instituted save with the sanction of the Director of Education,

ii) shall be instituted before the teacher's retirement from service or within a year from the date on which he was last on duty whichever is later;

iii) shall not be in respect of an event which took place more than four years before the institution of such proceedings, and

iv) shall be conducted by such authority and in such place or places as the Director may direct and in accordance with the procedure applicable to proceedings on which an order of dismissal from service may be made in relation to the teacher during his service.

b) No such judicial proceedings, if not instituted while the teacher was in service, whether before retirement or during re-employment, shall have been instituted in respect of a cause of action which arose or an event which took place more than four years before such institution; and

c) The Appellate Tribunal shall be consulted before final orders are passed.

31. Qualifying Service.—i) Except for compensation gratuity the service of a teacher does not qualify for pension till he has completed 18 years of age. In other cases, unless it be otherwise provided, by special rule or contract, the service of every teacher begins when he takes charge of the post to which he is first appointed.

ii) The service of a teacher shall not qualify for pension unless it conforms to the following two conditions;

a) The service is under the management of private aided school situated in one of the Union Territories; and

b) The employment is on permanent basis.

iii) The service of a teacher shall not qualify unless he has been appointed in the manner prescribed by Government and his duties and pay are regulated by conditions determined by Government.

iv) Service in a post, on which no grant-in-aid is available from Government and for which the teacher is paid out of pupils Fund or development fee, does not qualify for pension.

v) Temporary or officiating service in a school, followed without interruption by confirmation in the

same or another post shall count in full as qualifying service except in respect of service in non pensionable establishments, (workcharge establishments) and service paid from contingencies.

vi) In the case of a teacher who is on probation in a substantive post if he is employed in a vacancy reserved for him, pending probation, and in which no other teacher simultaneously counts service, such service during probation shall qualify for pension.

vii) An interruption in the service of a teacher entails forfeiture of his past service, except in the following cases:

- a) Authorised leave of absence.
- b) Unauthorised absence in continuation of authorised leave of absence so long as the office of the absentee is not substantively filled up; if his office is substantively filled up, the past service of the absentee will be forfeited.
- c) Suspension where it is immediately followed by re-instatement whether to the same or a different office or where the teacher dies or is permitted to retire or is retired while under suspension.
- d) Abolition of office or loss of appointment owing to reduction of establishment.
- e) Transfer from one school to another.

viii) Leave without pay, suspension allowed to stand as a specific penalty overstayal of joining time or leave not subsequently regularised and periods of break shall not be reckoned as qualifying service.

ix) Leave with allowances shall be allowed to count as qualifying service.

x) The entire service rendered in one or more aided institutions will count for pension/gratuity provided the transfer from one school to the other has been made with the concurrence of the Directorate of Education, and provided he continues to contribute to C. P. Fund. All service so rendered should, however, be in the same Union Territory.

32. Condonation of interruptions.— Upon such conditions as it may think fit in each case to impose, the Administrator in a Union Territory may condone all interruptions in the service of a teacher at the time he vacates that appointment. The powers under this clause shall be exercised subject to following conditions:—

i) The interruptions should have been caused by reasons beyond the control of the teacher concerned.

ii) Service preceding the interruption should not be less than of five year's duration, and in cases where there are two or more interruptions, the total service, pensionary benefits in respect of which will be lost if the interruptions are not condoned, should not be less than five years.

iii) The interruption should not be more than one year's duration. In cases where there are two or more interruptions, the total of the periods of all the interruptions that are condoned should not exceed one year.

33. Miscellaneous.— The gratuity and pension admissible under these rules is not to be given as a matter of course unless the service rendered has been

duly approved. If the service has not been thoroughly satisfactory, the authority sanctioning the gratuity/pension shall make such reduction in the amount as it thinks proper.

34. For every teacher/Principal of an aided school a Service Book in the form prescribed for non-gazetted Central Government servants shall be maintained. In this book shall be recorded all facts in the career of the teacher/Principal which have a bearing on pay, promotion etc. and each entry shall be attested by a Gazetted officer of the Education Department (by the Education officer in respect of a teacher and by the Deputy Director in case of Principal) as may be nominated by the Director for this purpose. The entries in the Service Book of Teachers will be made by the Principal and those of Principal by the Management.

35. A leave account shall also be maintained for every aided school teacher in the form prescribed by the Central Government for its non-gazetted employees. The leave account shall be posted both when the teacher/Principal applies for leave and when he returns from leave. Each entry in the leave accounts shall be attested by a Gazetted officer of the Education Department nominated under Rule 34 above.

36. The Director of Education shall be fully responsible for the proper maintenance of Service Books and leave accounts of teachers and for the accuracies of the entries made therein.

37. The Director of Education of the Territory concerned shall sanction gratuity and/or pension admissible under the rules after necessary check. On receipt of sanction together with the connected documents in his office, the Accountant General of the Territory concerned shall, after due verification and check, issue orders for the payment of gratuity/pension to the teacher concerned.

38. In case of delay, the payment of anticipatory pension as provided in the Civil Service Regulations may be sanctioned by the Accountant General.

39. Pension/ Gratuity is to be sanctioned on receipt of a formal application from the teacher concerned.

40. i) On the death of a retired teacher, either before or after the sanction to him of the pension admissible, the payment of any arrears actually due may be made to his heirs, provided that they apply within one year of death. No payment can be made thereafter without the sanction of the Government of India.

ii) A pension remaining undrawn for more than one year shall cease to be payable by the Disbursing Officer. If the pensioner afterwards appears or a claim is presented on his behalf the Disbursing Officer may make the payment, but the arrears cannot be paid without the sanction of the Govt. of India.

41. The rules relating to the preparation of pension papers, etc. applicable to Central Government servants and the forms at present in vogue for pension purposes (which shall, however, be on papers of a different colour so as to distinguish them from ordinary pension) shall be generally adopted in the case of these pensions.

42. The accounting and audit work relating to the pension scheme shall be entrusted to the Accountant General of the Territory concerned.

43. Cases requiring grant of any concessions not contemplated in these rules shall be referred to the Govt. of India for orders.

44. In regard to matters not specified in these rules, provisions of the Civil Service Regulations, liberalised Pension Rules, 1950 as amended from time to time shall apply.

ANNEXURE I

Standard Contributory Provident Fund Rules for Teachers of Aided Schools

Rules

1. **Short title.**—These rules may be called the Standard Contributory Provident Fund Rules for teachers employed in recognised Aided Schools under private management in the Union Territory of Goa, Daman and Diu.

2. **Definitions.**—(1) In these rules, unless there is anything repugnant to the subject or context:—

a) 'Bank' means the Post Office Savings Bank and includes the Reserve Bank of India and the State Bank of India and any other Scheduled Bank approved by the Administrator for the purpose.

b) 'Committee' means the committee of management of the School concerned;

c) 'Family' means—

i) in the case of a male subscriber, the wife or wives and children of a subscriber, or the widow or widows and children of a deceased son of the subscriber;

Provided, that if a subscriber proves that his wife has been judicially separated from him or has ceased under the customary law of the community to which she belongs to be entitled to maintenance shall henceforth be deemed to be no longer a member of the subscriber's family in matters to which these rules relate unless the subscriber subsequently intimates in writing to the Manager of the school that she shall continue to be so regarded;

ii) in the case of a female subscriber, the husband and children of a subscriber, and the widow or widows and children of a deceased son of a subscriber;

Provided that if a subscriber by notice in writing to the Manager of the School expresses her desire to exclude her husband from her family the husband shall henceforth be deemed to be no longer a member of the subscriber's family in matters to which these rules relate, unless the subscriber subsequently cancels such notice in writing.

NOTE—Child means a legitimate child and includes an adopted child where adoption is recognised by the personal law governing the subscriber.

d) 'Fund' means a Contributory Provident Fund maintained in accordance with these rules.

e) 'Interest' means interest accrued on the balance at a credit of a subscriber in the account opened in the Bank under rules.

f) 'Subscriber' means a person who is required or permitted to subscribe to the Fund.

g) 'Salary' means pay, leave salary or subsistence grant as defined in the Fundamental Rules of the Central Government but does not include bonus or commission.

h) 'Leave' means any variety of leave recognised by the Fundamental Rules or the Civil Service Regulations or Revised Leave Rules, 1933, whichever may be applicable to the subscriber.

2) Any other expression employed in these rules which is defined in the Provident Fund Act, 1925 (XIX of 1925) is used in the sense therein defined.

3. **Extent of application.**—These rules shall apply to all teachers including the head of the school, holding permanent posts in a Government aided Schools which have been approved by the Department for purpose of Grant-in-aid.

4. **Control of Fund.**—The control of Fund shall vest in the Administrator of the Union Territory and shall be exercised on his behalf by the Director of Education, who will be the controlling Officer for the purpose of these rules.

5. **Acceptance of rules by subscribers.**—Every subscriber must on joining the Fund, sign a certificate in token of acceptance of the rules in Form A appended to these rules.

6. **Nomination.**—1) A subscriber shall, at the time of joining the fund, send to the Manager of the School a nomination, conferring on one or more persons the right to receive the amount that may stand to his credit in the Fund in the event of his death before that amount has become payable, or having become payable, has not been paid:

Provided that if, at the time of making the nomination the subscriber has a family, the nomination shall not be in favour of any person or persons other than the members of his family;

Provided further that the nomination made by the subscriber in respect of any other Provident Fund to which he was subscribing before joining the Fund, shall, if the amount to his credit in such other fund has been transferred to his credit in this fund, be deemed to be a nomination duly made under this rule until he makes a nomination in accordance with this rule.

2) If a subscriber nominates more than one person under sub rule (1), he shall specify in the nomination the amount or share payable to each of the nominees in such manner as to cover the whole of the amount that may stand to his credit in the Fund at any time.

3) Every nomination shall be in such one of the Forms set forth in the nomination Forms' appended to these Rules, as is appropriate in the circumstances.

4) A subscriber may at any time cancel a nomination by sending a notice in writing to the Manager of the School. The subscriber shall along with such notice or separately send a fresh nomination made in accordance with the provision of this rule.

5) A subscriber may provide in a nomination —

a) in respect of any specified nominee that in the event of his predeceasing the subscriber, the right conferred upon that nominee shall pass to such other person or persons as may be specified in the nomination provided that such other person or persons shall, if the subscriber has other members of his family, be such other member or members. Where the subscriber confers such a right on more than one person under this clause, he shall specify the amount or share payable to each of such persons in such a manner as to cover the whole of the amount payable to the nominee.

b) that the nomination shall become invalid in the event of the happening of a contingency specified therein;

Provided that if at the time of making the nomination the subscriber has no family, he shall provide in the nomination that it shall become invalid in the event of his subsequently acquiring a family:

Provided further that if at the time of making the nomination the subscriber has only one member of the family, he shall provide in the nomination that the right conferred upon the alternate nominee under clause (a) shall become invalid in the event of his subsequently acquiring other members or member in his family.

6) Immediately on the death of a nominee, in respect of whom no special provision has been made in the nomination under clause (a) of sub rule (5) or on the occurrence of any event by reason of which the nomination become invalid in pursuance of clause (b) of sub-rule (5) or the provisos thereto, the subscriber shall send to the Manager of the school a notice in writing cancelling the nomination together with a fresh nomination made in accordance with the provisions of this rule.

7) Every nomination made and every notice of cancellation given by a subscriber shall, to the extent that it is valid, take effect, on the date on which it is received by the Account Officer.

7. Rates of subscribers, contribution and its recovery. — 1) The subscriber's contributions to the Fund shall be made at the rate of not less than 5 per cent of his salary.

2) Each monthly subscription shall be recovered by deduction of the amount of such subscription from the salary bill of the subscriber each month; provided that in calculating the deduction to be made, fractions of a rupee in the amount of the salary shall be disregarded. The amount of subscription shall also be expressed in whole rupees.

3) Notwithstanding anything contained in sub-rule 1) or 2) no person, shall be required or permitted to subscribe to the Fund while absent on leave other than leave on full pay or average pay.

4) The amount of subscription so fixed may be enhanced or reduced once at any time during the course of a year;

Provided that when the amount of subscription is so reduced, it shall not be less than the minimum prescribed in sub-rule 1);

8. Committee's contribution. — The Committee shall contribute monthly to the Provident Fund of

each subscriber an amount equal to his subscription, but not exceeding 5 percent of the salary of the subscriber.

9. Banking Accounts of subscribers. — The sums deducted from the salary bills of subscribers on account of (a) contributions under rule 7 and (b) recoveries of temporary advances including interest under Rule 13 and the sums realised from the sale of Government securities under rule 10 including interest together with the committee's contribution under Rule 8 shall be paid into the Bank for credit to separate accounts to be opened on behalf of each individuals subscriber in the official designation of the Manager of the School such payments should as far as possible be made into the Bank between the 1st and 4th day of each month so that full amount of interest may accrue.

The Committee's contribution shall be charged in the school accounts to the head 'Provident Fund'.

10. Investment in Government Securities. — Deposits upto maximum of 50 percent may with the consent of the subscriber and the Controlling Officer, be withdrawn and invested in such Government securities as may be approved by the Administrator.

11. No sum shall be withdrawn from the Provident Fund Account of any subscriber at the Bank except:

a) under the provisions of Rule 12 for the purpose of making an advance to a subscriber, or

b) under the provision of rule 15 to 18 when a subscriber's account is to be closed.

c) under the provisions of Rule 10 for the purchase of Government securities.

12. Advances from the Fund. — (1) The Committee, may with the sanction of the Controlling Officer, grant temporary advances not exceeding three month's pay to the subscriber for the following purpose:

a) to pay expenses in connection with the illness of the subscriber or a member of his family.

b) to pay expense in connection with marriages, funerals or other ceremonies of himself or of his children or any other person actually dependent on him which by the subscriber's religion it is incumbent upon him to perform and in connection with which it is obligatory that expenditure should be incurred;

Provided that no advance shall be sanctioned unless the pecuniary circumstances of the subscriber are such that the indulgence in the opinion of the Committee is absolutely necessary.

Provided further that the advance shall in no case exceed the amount of the subscriber's own subscription plus interest thereon at the time when the advance is granted.

c) when an advance has already been granted to a subscriber, a subsequent advance shall not be granted to him until at least twelve months have elapsed since the complete repayment of the last advance taken.

Provided that the provision of this sub-rule may be relaxed by the Administrator in special cases on the recommendation of the Controlling Officer.

13. Repayment of advances and interest thereon.—

1) The amount of advance sanctioned under Rule 12 shall be repayable in such number of equal monthly instalments not exceeding 24 as may be fixed by the sanctioning authority and such instalments shall be recovered as if they were subscription in the manner provided in sub rule 2) of Rule 7 and shall commence on the first occasion after the advance is made on which the subscriber draws emoluments, other than leave salary, or subsistence grant for a full month. Recovery shall, not be made except with the subscriber's consent, while he is in receipt of subsistence grant or is on leave other than leave on average pay. The recovery may be postponed, on the subscriber's written request, by the sanctioning authority during the recovery of an advance of pay granted to the subscriber. A subscriber may at his option make repayment in less instalments than the number fixed by the sanctioning authority or may repay two or more instalments at the same time.

2) If more than one advance has been made to a subscriber, each advance shall be treated separately for the purpose of recovery.

3) After the principal of the advance has been fully repaid, such amount of interest as would have normally accrued but for withdrawal from the Bank for the purpose of making the temporary advance shall be recovered from the subscriber in one instalment in the month following the month in which the last instalment of principal is recovered.

14. Misuse of temporary advances.—Notwithstanding anything contained in these rules if the Controlling Officer is satisfied that the money drawn as an advance from the Fund under Rule 12 has been utilised for a purpose other than that for which sanction was given, the amount in question shall, with interest calculated in the manner provided in sub-rule 3) of Rule 13 forthwith be repaid by the subscriber to the Fund, or in default, be ordered to be recovered by deduction in one sum from the salary of the subscriber even if he be on leave. If the total amount to be repaid be more than half the subscriber's monthly salary, recoveries shall be made in monthly instalments of moieties of his salary till the entire amount recoverable be repaid by him.

Note: The term «Salary» as used in this rule does not include subsistence grant.

15. Final withdrawal of accumulation in the Fund.—When a subscriber quits the service, the amount standing to his credit in the Fund shall be withdrawn from the Bank and shall, subject to any deduction under Rule 19, be paid to him:

Provided that:—

a) A subscriber who has been dismissed from the service and is subsequently reinstated in service shall if required to do so by the Committee, repay any amount paid to him from the Fund in pursuance of this rule with interest thereon as provided in Rule 13 and in the manner provided in proviso to Rule 16. The amount so repaid shall be credited to his Fund account at the Bank;

b) If a subscriber is transferred whether temporarily or permanently to the service of another school at or for which a provident fund is maintained the amount withdrawn from the bank shall be paid to

the authority maintaining the provident fund for such other school for credit to his fund account with such authority.

Note: The Government securities, if any, outstanding at the time of final withdrawal should be sold and credited to the banking account of the subscriber before the final withdrawal is permitted under this rule.

When a subscriber —

a) Has proceeded on leave preparatory to retirement whether or not in continuation with vacation, or

b) While on leave has been permitted to retire or declared by competent medical authority to be unfit for further service, the amount of his own subscriptions plus interest thereon, standing to his credit in the Fund shall upon application made by him in that behalf to the Manager of the School become payable to the subscriber:

Provided that the subscriber, if he returns to duty, shall, if required to do so by the Committee, repay to the Fund for credit to his account the whole or any amount paid to him from the Fund in pursuance of this rule, with interest thereon calculated in the manner prescribed in sub-rule (3) of Rule 13, in cash or securities or partly in cash and partly in securities, by instalments or otherwise, by recovery from the salary or otherwise as the Committee may direct.

17. Subject to the provisions of section 4 of the Provident Fund Act, 1925 and to any deduction under Rule 19 when a subscriber dies before amount standing to his credit has become payable before the payment has been made, the amount standing to his credit has become payable before the payment has been made, the amount standing to his credit in the Fund shall be withdrawn from the Bank and payment of such amount shall be made.

A. When the subscriber leaves a family:

(1) If the nomination made by the subscriber in accordance with the provisions of Rule 6 in favour of a member or members of his family, subsists the amount standing to his credit in the Fund or part thereof to which the nomination relates shall become payable to his nominee or nominees in the proportion specified in the nomination.

(2) If no such nomination in favour of a member or members of the subscriber's family subsists or if such nomination relates only to a part of the amount standing to his credit in the Fund, the whole amount or the part thereof to which the nomination does not relate, as the case may be shall notwithstanding any nomination purporting to be in the favour or any person or persons other than a member or members of his family, become payable to the members of his family in equal shares.

Provided that no share shall be payable to —

- a) sons who have attained majority;
- b) sons of a deceased son who have attained majority;
- c) married daughters whose husbands are alive;
- d) married daughters of a deceased son whose husbands are alive.

if there is any member of the family other than those specified in clauses (a), (b), (c) and (d);

Provided further that the widow or widows and the child or children of a deceased son shall receive between them in equal parts only the share which that son would have received if he had survived the subscriber and had been exempted from the provisions of clause (a) of the first proviso.

Note—Any sum payable under these rules to a member of the family of a subscriber vests in such member under sub-section (2) of section 3 of the Provident Fund Act, 1925.

17-B. When the subscriber leaves no family.—If a nomination made by him in accordance with the provisions of rule 6, in favour of any person or persons subsists, the amount standing to his credit in the Fund or the part thereof to which the nomination relates, shall become payable to his nominee or nominees in the proportion specified in the nomination.

Note.—1 When a nominee is a dependent of the subscriber as defined in clause (c) of section 2 of the Provident Fund Act, 1925, the amount vests in such nominee under sub-section (2) of section 3 of that Act.

Note.—2. When the subscriber leaves no family and no nomination made by him in accordance with the provisions of rule 6 subsists, or if such nomination relates only to part of the amount standing to his credit in the Fund, the relevant provisions of clause (b) and of sub-clause (ii) of (c) of sub-section (1) of section 4 of the Provident Fund Act, 1925, are applicable to the whole amount or the part thereof to which the nomination does not relate.

18. Notwithstanding anything contained in Rules 15, 16 and 17 no amount shall be withdrawn for payment to a subscriber or his nominee or heir under the provisions of these rules unless actual payment to subscribers, their nominees or heirs can be made immediately.

Provided that if such payment is not claimed within one year, if the amount at credit of the subscriber is ten rupees, or less, or within three years if such amount is more than ten rupees, the Committee shall withdraw such amount and credit it to a separate account called the Teachers Provident Fund Account to be opened with the Bank in the name of the Committee, and no payment shall thereafter be made to the subscriber or his nominee or heirs except under the orders of the controlling officer.

19. Deductions.—Before the amount standing to the credit of a subscriber in the Fund is paid out under the provisions of Rules 15 to 18, the Committee may with the sanction of the Controlling Officer direct the deduction therefrom of

(a) any amount, if a subscriber has been dismissed from the service for grave misconduct;

Provided that, if the order of dismissal is subsequently cancelled, the amount so deducted shall, on his reinstatement in the service be replaced at his credit in the Fund—

(b) any amount, if a subscriber resigns his employment within five years of the commencement thereof otherwise than by reason of superannuation

or a declaration by the competent medical authority that he is unfit for further service.

(c) any amount, due under a liability incurred by the subscriber to the Committee;

Provided that the orders of deduction under the rule shall not in any case exceed the Committee's contribution plus interest accrued thereon.

20. Disposal of deductions.—The amount deducted under the provision of clauses (a) and (b) of the preceding rule shall be credited to the Teachers Provident Fund Account referred to in Rule 18. Money at the credit of this account may with the approval of the Controlling Officer be utilized for compassionate allowances and gratuities to destitute employees of the school and their widows and dependents.

21. Pass Books.—Every subscriber shall be entitled to see the Bank Pass Book opened on his behalf in order to satisfy himself that the amount of his subscription or other Fund recoveries made from him as also the Committee's contributions have been duly credited therein.

22. Relaxation of the Provision of the rules in individual cases.—When the Administrator is satisfied that the operation of any of these rules causes or is likely to cause undue hardship to a subscriber, he may, notwithstanding anything contained in these rules deal with the case of such subscriber in such a manner as may appear to him to be just and equitable.

23. Interpretation.—If any question relating to interpretation of these Rules arises, it shall be referred to the Administrator whose decision shall be final.

FORM 'A'

(Rule 5)

(To be filled in and signed by every subscriber on admission to the Fund)

I hereby agree to abide by the Standard Provident Fund Rules including any amendments made therein hereafter.

(Date)

Signature of teacher ...

Name of School ...

Town or District ...

Witness

Signature ...

Address ...

FORM 'B'

Rule 6 (3)

Form for Nomination

When the teacher has a family and wishes to nominate one member thereof.

I hereby nominate the person mentioned below, who is a member of my family as defined in Rule 2(1)(c) of the Standard Contributory Provident Fund Rules of the teachers of aided schools to receive the amount that may stand to my credit in the Provident Fund, in the event of my death

before that amount has become payable, or having become payable, has not been paid:—

Name and address of nominee	Relation-ship with teacher	Age of the nominee	Contingencies on the hap-pening of which the nomination shall become invalid	Name, ad-dress and relationship of the per-son/persons, if any, to whom the right of the nominee shall pass in the event of his pre-deceasing the teacher	Amount of share of accum-ulations to be paid to each
1	2	3	4	5	6

Dated this ... day of ... at ...

Two witnesses to signature.

1. ...
2. ...

Signature of teacher.

FORM 'C'

Rule 6 (3)

Form for Nomination

When the teacher has no family and wishes to nominate one person.

I, having no family as defined in Rule 2(1)(c) of the Standard Contributory Provident Fund Rules of the teachers of aided schools hereby nominate the person mentioned below to receive the amount that may stand to my credit in the Fund, in the event of my death before the amount has become payable, or having become payable has not been paid:—

Name and address of nominee	Relation-ship with teacher	Age of the nominee	Contingencies on the hap-pening of which the nomination shall become invalid	Name, ad-dress and relationship of the per-son/persons, if any, to whom the right of the nominee shall pass in the event of his pre-deceasing the teacher	Amount of share of accum-ulations to be paid to each
1	2	3	4	5	6

Dated this ... day of ... 19...

Two witnesses to signature.

1. ...
2. ...

Signature of teacher.

* Note:— Where a subscriber who has no family makes a nomination, he shall specify in this column that the nomination shall become invalid in the event of his subsequently acquiring a family.

FORM 'D'

Rule 6 (3)

When the teacher has a family and wishes to nominate more than one Member thereof.

I hereby nominate the persons mentioned below who are members of my family as defined in Rule 2(1)(c) of the

Standard Contributory Provident Fund Rules of the teachers of Aided Schools to receive the amount that may stand to my credit in the Provident Fund, in the event of my death before that amount has become payable, or having become payable, has not been paid and direct that the said amount shall be distributed among the said persons in the manner shown below against their names:—

Name and address of the nominee	Relation-ship with teacher	Age of the nominee	Contingencies on the hap-pening of which the nomination shall become invalid	Name, ad-dress and relationship of the per-son/persons, if any, to whom the right of the nominee shall pass in the event of his pre-deceasing the teacher	Amount of share of accum-ulations to be paid to each
1	2	3	4	5	6

Dated this ... day of ... at ...

Two witnesses to signature.

1. ...
2. ...

Signature of teacher.

FORM 'E'

Rule 6 (3)

When the teacher has no family and wishes to nominate more than one person.

I, having no family as defined in Rule 2(1)(c) of the Standard Contributory Provident Fund Rules of the teachers of Aided Schools hereby nominate the persons mentioned below to receive the amount that may stand to my credit in the Fund in the event of my death before the amount has become payable, or having become payable has not been paid and direct that the said amount shall be distributed among the said persons in the manner shown below against their names.

Name and address of nominee	Relation-ship with teacher	Age of the nominee	Contingencies on the hap-pening of which the nomination shall become invalid	Name, ad-dress and relationship of person/ /persons, if any, to whom the right of the nominee shall pass in the event of his pre-deceasing the teacher	Amount of share of accum-ulation to be paid to each
1	2	3	4	5	6

Dated this ... day of ... 19...

Two witness to signature.

1. ...
2. ...

Signature of teacher.

* Note:— Where a subscriber who has no family makes a nomination, he shall specify in this column that the nomination shall become invalid in the event of his subsequently acquiring a family.

ANNEXURE II

FORM A

Form for nomination for death gratuity

When the teacher has a family and wishes to nominate one member thereof.

I hereby nominate the person mentioned below, who is a member of my family, and confer on him the right to receive any gratuity that may be sanctioned by Government in the event of my death while in service and the right to receive on my death any gratuity, while having become admissible to me on retirement may remain unpaid at my death.

Name and address of nominee	Relationship with teacher	Age	Contingencies on the happening of which nomination shall become invalid	Name, address and relationship of the person, if any, to whom the right conferred on the nominee shall pass in the event of the nominee pre-deceasing the teacher
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This nomination supersedes the nomination made by me earlier on ... which stands cancelled.

Dated this ... day of ... 19... at ...

Witness to Signature.

...

...

Signature of Teacher.

Nomination by ... Signature of Head of Office.
Designation ... Date ...
Office ... Designation ...

FORM 'B'

Nomination for family pension

I hereby nominate the persons mentioned below, who are members of my family, to receive in order shown below the Family Pension which may be granted by Government in the event of my death after completion of 20 years' qualifying service.

Name and address of the nominee	Relationship with teacher	Age	Whether married or unmarried
1	2	3	4

This nomination supersedes the nomination made by me earlier on ... which stands cancelled.

Note: — The teacher should draw lines across the blank space below the last entry to prevent the insertion of any name after he has signed.

Dated this ... day of ... 19... at ...

Two witnesses to signature.

Signature of teacher.

1. ...

2. ...

Nomination by ... Signature of Head of Office.
Designation ... Date ...
Office ... Designation ...

ORDER

DE/DY/EST/EDN/1663/29674

Sanction is hereby accorded to the scheme for the grant of building loans to Non Government Secondary Schools and Colleges for the construction and/or extension of buildings in the Territory of Goa, Daman and Diu as per the rules set out in the schedule attached to this Order.

Sanction is also accorded for the payment of subsidy equal to the difference between the normal rate of interest and 2% of interest, in deserving cases.

This order issues with the prior concurrence of Ministry of Finance, Govt. of India, as conveyed by the Ministry of Education and Youth Services, vide their letter No. F.59-31/65-BSE.5(UT.1) dated 10th March, 1971.

By order and in the name of the Administrator of Goa, Daman and Diu.

T. Kipgen, Director of Education and Additional Secretary to the Govt. of Goa, Daman and Diu (Ex-Officio).

Panaji, 27th April, 1971.

SCHEDULE

Rules for the Grant of Building Loans to Non-Government Secondary Schools and Colleges for the construction and/or extension of buildings

1. Object

To assist Non Government Secondary Schools and Non Government Arts and Science, Commerce and Secondary Training Colleges affiliated to the Statutory Universities and eligible for maintenance grants, by way of loans-in-aid at the normal rate of interest, prescribed from time to time by the local Government and payable in easy instalments for

- purchase of buildings for School and College buildings and/or College libraries, laboratories, etc.
- for the construction of School and College buildings and/or College libraries and laboratories-independent new buildings or blocks or extension of or addition to the existing buildings.

2. Eligibility

Applications from the Institutions, conducted by the Registered Societies or Registered Trust will be considered.

3. Application

Application for loan in the prescribed form, together with the following accompaniments should be submitted so as to reach the Director of Education before 30th June every year, unless the date for any reason is specifically extended by Director of Education.

- A statement indicating the present strength of the Institution, the accommodation available (a rough sketch is to be attached) and the immediate needs.
- A statement showing the land actually owned or if it is to be acquired or purchased, the steps taken or/proposed to be taken for the same (Sketch and the position of the land or site to be attached).
- A statement showing the amount already at the disposal of the management and the amount that is proposed to be collected, indicating clearly what portion of it is guaranteed or assured.
- A statement of Plans and estimates duly approved by the P. W. D. and sanitary departments in the case of schools and colleges and also by Educational Department, in case of schools.

4. Amount and conditions of loan

The advance of loan shall be subject to the availability of funds vis-a-vis the demands received from the different institutions, taking into consideration the needs of the institutions applying for the same, the amount actually collected, by them or the aid available to them from other sources, including Government building grant, if any, the chances of the institution completing the programme in the light of considerations such as availability of sites and completion of other preliminaries for the building construction. Preference will ordinarily be given to the Institutions that have no building of their own and are greatly handicapped for want of suitable school/college building and are required to pay very high rent for the hire of the buildings. Other things being equal, preference will be given to the Institutions situated in rural or backward areas. In the case of schools, preference also will be given to those having diversified Courses as also an established high standard of education.

The amount of loan that may be granted in any year should be in no case greater than 50% of the estimated cost during the year of purchase/or construction on approved items. No management should ordinarily be advanced a loan of more than Rs. 50,000 in case of schools and Rs. 1,00,000 in case of colleges, during the period extending upto five years.

The construction work of the building should invariably start within twelve months from the date of the receipt of the loan.

5. Admissibility of Rent for purposes of Grant-in-Aid

The expenditure on account of rent of buildings for which loan has been advanced will be held admissible for the purpose of grant-in-aid as per the usual rates in force, from the date the building is completed and occupied by the Institution. No grant will thus be admissible prior to the completion of the construction of purchase of building.

The expenditure on the repayment of loan out of school funds, if any, will not be admitted for grant, but will be regarded as approved expenditure for purposes of surplus etc.

6. Mode of repayment

The repayment shall be made by 24 annual equal instalments of the entire amount of loan together with interest thereon at the prescribed rate.

The repayment shall start 24 months after the grant of loan irrespective of the fact whether the construction of building is completed or not.

In case of default of payment of any instalment and/or interest due, an additional penal interest at the rate of 2½% per month, above the normal rate of interest should be charged for each month of default.

The management will of course be free to repay an amount in addition to the normal instalments with a view of paying off the loan earlier. Such repayment of additional amount should not, however, be treated as a case for exemption or deferring of payment of the instalment normally due.

The management shall undertake to repay the loan in the manner specified in the Rules and shall execute an agreement in respect of loan received in such form as may be prescribed by the Government.

7. Security of repayment

The land or buildings constructed and/or extension of buildings (together with the land on which they are constructed) for which loan is granted should be mortgaged or hypothecated as security for repayment of loan and the interest therein.

Development Department 'A'

Notification

CDB/VPT/528/69-70

In exercise of the powers under sub-section (1) of Section 7 of the Goa, Daman and Diu Village Panchayats Regulation, 1962 delegated to him vide Goa, Daman and Diu Government notification No. CDP/VPT/685/65 dated 16th May, 1966, the Development Commissioner of Goa, Daman and Diu hereby declares that the newly formed and reorganised Panchayats in Sattari Block vide Government notification No. CDB/VPT/528/69-70 dated 31st December, 1970 published in the Government Gazette No. 41 Series I dated 7th January, 1971, shall consist of total number of members to be elected as shown in Column 3 against the Village shown in Column 2, and that out of these seats one seat shall be reserved for woman in ward No. 2 of every Village Panchayat, as per the provision contained in sub-section (4) of Section 7 of the said Regulation.

Sr. No.	Name of the village declared for the establishment of Village Panchayat	Total number of members of the Panchayat
1	2	3
1.	Kotodem	5
2.	Birnoda	7
3.	Pissurlem	5
4.	Mauxi	5
5.	Keri	9

T. Kipgen, Development Commissioner.

Panaji, 30th April, 1971.

Corrigendum

CDB/VPT/528/69-70

In the Government Notification No. CDB/VPT/528/69-70 dated 31st December, 1970 published in the Government Gazette No. 41 Series I dated 7th January, 1971 page 388, the local areas at Sr. No. 4, Column 2 of the Schedule may be read as «Nagargao, Dhavem, Karmali-Brahma, Ambedem, Bembedem, Hedodem, Satodem Ustem and Veluz of Valpoi Municipality, Satrem, Devodem, Nanodem, Maloli Shelap, Budruk, Shingnem, Kodal of Kodal Village Panchayat» and the local areas at Sr. No. 5, Column 2 of the Schedule may be read as «Kudshem of Valpoi Municipality, Sanvordem, Karanzol, Kumitral, Bondir, Karmali Budruk, Kazreachi Dhat of Karanzol Village Panchayat Sonal of Kodal Village Panchayat».

T. Kipgen, Development Commissioner.

Panaji, 28th April, 1971.